

Arizona – Multi State Alternate Assessment (MSAA)

State Specific Guidance

State MSAA Contact Name	Email address	Phone number
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Topic	State Policy	
Test Administrator Requirements	Follows MSAA Policy-only a certified teacher or certified long-term substitute can administer the MSAA Test unless extreme extraneous circumstances, contact State MSAA Contact.	
Paper Version of Test	A paper version of the MSAA Test is an accommodation as our state has been administering a computer based alternate assessment since 2009. This accommodation must be documented in the student's IEP and will be printed out by the test administrator.	
Training for Test Administrators	Training for all test administrators must be completed annually. Passing the final quiz with 80% accuracy is required before access the test(s) will be granted.	
Test Security	<p>Each Alternate Assessment Test Coordinator and District Superintendent or Charter Holder Representative must sign and submit the <i>Alternate Assessment Test Security Form for Test Coordinators</i> to the Alternate Assessment Unit annually. (There is only one Alternate Assessment Test Security form for both AIMS A Science and MSAA).</p> <p>All Test Administrators will sign and submit the <i>Alternate Assessment Test Security Form</i> for TAs to their Test Coordinator and the District/Charter will retain the form for 6 years.</p>	

School Test Coordinator or Test Coordinator	Arizona will use the term Test Coordinators only. The person designated as the Alternate Assessment Test Coordinator will assume all roles and responsibilities indicated in <i>the MSAA Test Administration Manual (TAM)</i> for Test Coordinators.
Registering Students/Creating Classes	The MSAA State Contact will be uploading all eligible students and users directly into the MSAA Assessment System. If a student was not registered during the AZ registration window (using the Student Selector Application) contact the MSAA State Contact as soon as possible.
Incident Reporting (Test Security Violations, Students not completing tests, opening closed tests, etc.)	The Alternate Assessment Test Coordinator must contact MSAA State Contact to report any incidents that occurred during the MSAA Alternate Assessment Test Administration.
Intervener	<p>The role of the intervener is to provide effective, deafblind specific intervention for a child with deafblindness. The intervener works under the direction of the classroom teacher.</p> <p>Intervener Support to Access to DTA</p> <p>To prepare for intervener supports for a student with deaf/blindness, the intervener and/or additional certified support staff (i.e., Hearing Impaired teacher) may review the Directions for Test Administration (DTA) prior to administration of the test. The DTA will need to be downloaded onto a flash-drive. All reviews must take place at the school with no students present and be coordinated through the Test Coordinator (TC) with adherence to test security procedures. Neither the additional certified support staff nor the intervener will be required to complete the MSAA Online training modules. The student's</p>

	<p>Test Administrator will complete the training modules and work collaboratively with student's team to prepare and administer the MSAA Test. Any additional support staff and the intervener will be required to read and sign the <i>Alternate Assessment Test Security Agreement Form</i> for TAs and return it to the TC. This review is to verify that the supports provided by the intervener will be prepared to support the student.</p>
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